

Helpful Hints for the Permit Process

1. Plan for the permitting process to take time. Processing time for individual permits ranges from 6 to 12 months, or longer depending on the complexity of the project. Plan the hiring of consultants and contractors accordingly. Do not start work until Corps approval has been received. Watch for conflicts in timing restrictions of other local, State or Federal permits.
2. Submit complete, detailed, and thorough information regarding the project. Processing time cannot begin until the Corps receives complete application information, including proper drawings. Drawings must be detailed enough to allow a compliance inspector to locate the project (detailed vicinity map) and easily determine and verify dimensions and position of the project.
3. Apply for or obtain as many of the appropriate permits from other agencies. Processing time can be delayed because the Corps usually cannot make a final decision on issuance of the Department of the Army permit if a local or State permit is pending. Other permits typically required could include: Shorelines permit from the local government, Hydraulic Project Approval (HPA) from the Washington State Departments of Fisheries or Wildlife, Water Quality Certification and Coastal Zone Management Consistency (CZM) from the Washington State Department of Ecology, and leasing rights of bottom lands from the Washington State Department of Natural Resources.
4. Minimize the impact on the aquatic environment. Document your efforts in the process. For example, do you really need to develop 5 acres of wetlands? Instead, is it feasible to develop 1 to 2 acres of wetlands and 3 to 4 acres of uplands? Do you have to develop wetlands, would your project succeed if you developed 5 acres of uplands? Does your boat ramp have to be 50 feet wide? Can you use other

materials besides pouring concrete onto the beach (possibly destroying fish habitat)? We will ask these types of questions in order to determine if the proposed project has the least possible impact on the aquatic environment.

5. Provide detailed information regarding the existing environmental conditions, particularly in regards to threatened and endangered species. Because of the listing of several fish species as threatened and endangered, the Corps must address any potential impacts a project may have on fish, their habitat, and other threatened and endangered species (includes fish, wildlife, insects, and plants). This endangered species act coordination is required for all permit actions, including nationwide and regional permits. As part of this coordination, an environmental document (Biological Evaluation) may need to be prepared which describes potential impacts to these species.
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